

Job Description

Job title	Data Centre Supervisor	Date: 23/02/23
Reports to (title)	Critical Environment Manager	
Contract/Department	AWE	Revision: V1
Location	Aldermaston	

Job purpose

Describe the overall purpose of the job in two or three sentences.

EMCOR UK are looking for an enthusiastic and capable individual to join our Critical Environment Team. This team will be providing technical support for all critical infrastructure during planned and reactive tasks to ensure sites high level of availability.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

We are seeking an experienced Critical Environment supervisor to join our expanding team, duties are to include

- Support and manage preventative maintenance and fault diagnosis of critical plant Equipment,
- Document and support the corrective actions identified Mechanical and Electrical
- Support and facilitate specialist subcontractors/vendors during planned, reactive or project tasks while ensuring they conform to the site procedures and agreed safety documentation.
- Monitor, maintain, investigate and acknowledge the BMS and SCADA systems.
- Undertake daily site checks to note and proactively repair any defects and to maintain plant rooms in a clean, tidy and safe condition
- Undertake administration duties. Records and log.
- Rectify and record defects through the helpdesk to ensure SLA timeframes are always met.
- Provide rapid and effective response to customer and helpdesk requirements.
- Review subcontractor competencies before work permits are authorized.
- Ensure compliance and escalate any issues that affect the availability, health and safety and security of the site.
- Adhere to all current company and Critical Engineering Management policies.
- Provide innovative solutions and recommendations to improve processes, building, plant and systems.
- Develop relationships with key stakeholders

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Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

Management Responsibility:

- Direct report –Data Centre Technicians (CET)

Financial responsibility:

- Supporting the ordering of materials

Asset/System Responsibility:

- responsible for the maintenance and performance of assets within demarcation zones e.g., Chilled water systems, electrical infrastructure, back-up powers systems, plumbing system, etc.
- Responsible for the delivery of quality of service

Supply Chain Partner Responsibility:

- responsible for adherence to site rules, agreed contractual SLA of tasks and delivery of quality of service

Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

Essential

- Strong Mechanical and/or Electrical Knowledge & experience
- Good knowledge of Generators, Cooling systems and UPS systems
- Hold a valid UK driving license
- Able to organise and manage own workload
- Positive proactive attitude and can take ownership of the site
- Aware of site critically and work risks
- Good admin skills with Microsoft packages
- Good interpersonal and communication skills
- Be a competent person

Desired

- SC/DV Clearance
- Served a full Technical Apprenticeship and hold a technical qualification (C&G, HNC, ONC etc)
- 18th Edition
- 2391 Test & Inspect
- Good understanding of LV distribution systems
- Good understanding of Mechanical distribution systems
- Critical site experience or Data Centre experience
- Knowledge of CMMS
- Certified Data Centre Technician Professional
- L8 Certification – Not essential

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Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

- Be a part of the Out of hours call out Rota
- 25 days holiday entitlement + plus can buy up to 5 additional days
- Access to a site pool vehicle
- 9-day fortnight

Line Manager <i>Signature</i>	
Print Name	
Date	

Job Holder <i>Signature</i>	
Print Name	
Date	

FOR HR USE ONLY:					
Job Grade		EMCOR Competency Level		Training Profile UTC	